

~~SECRET~~
SECURITY INFORMATION

CONFIDENTIAL

8 February 1952

MEMORANDUM

FOR : Deputy Director of Training (General)


FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activities Report - Period 4 - 8 February 1952

I. Completed Projects

1. Project 52-7, O/TR (G) Organization and Lines of Responsibility: Draft memorandum was prepared for signature of DD/TR (G) dated 6 February 1952, clarifying organizational structure and lines of responsibility in the Office of Training (General) with organization charts and personnel roster attached.

II. Projects in Process

1. 
2. Project 51-13, Register of Training Activities: A meeting with the representative of the General Services Staff and members of the Office of Training was held to iron out the technicalities involved in the preparation of an IBM card for recording the orientation courses. It is estimated the processing of these cards will begin next week.

Project 51-15, Rotation Working Group: At its final meeting subsequent to its presentation to the Career Service Committee the Rotation Working Group appointed the O/TR member to participate with the Chairman of the Selection Criteria Working Group and the Executive Secretary of the CSC to reconcile the two recommendations made regarding the machinery required to carry out the Career Service Program. Authority to make final decisions for the Rotation Working Group was granted unless major substantive changes occurred in the final report, in which case the Chairman would be consulted on the advisability of reconvening the Rotation Working Group. Except for this contingency, the Rotation Working Group has completed its work and is otherwise disbanded by its Chairman.

~~SECRET~~

CONFIDENTIAL

JOB NO. _____ BOX NO. _____ FLD NO. _____ DOC. NO. 46 NO CHANGE
IN CLASS/ DECLASS/ CLASS CHANGED TO: TS S C RET. JUST. 22
NEXT REV DATE 10 REV DATE 8/81 REVIEWER 699 TYPE DOC. 02
NO. PGS 3 CREATION DATE _____ ORG COMP 11 OPI 11 ORG CLASS S
REV CLASS C REV COORD. _____ AUTH: HR 70-3

25X1A1d

SECRET
SECURITY INFORMATION

25X1A

- X
4. Project 52-2, CIA Participation in [REDACTED] Draft 25X1A
summary of the academic program offered at [REDACTED] has 25X1A
been transmitted to the various offices for information and
reply. O/RR has informed this Office that they are prepared to
send one of their employees to the School. This Office has
been advised that O/CI will have one to three nominations for
this course provided slots can be made available to fill the
gap created by the departure of its personnel over the eighteen
month period. This action can be accomplished by incumbering
rotation slots if and when they become available to the
proposed Career Service Board or by requesting Project Review
Committee action to set up the required slots on an ad hoc
basis.
 5. Project 52-3, Training Office Section of CIA History: Completed
draft outline of the history which was submitted to the D/TR on
2 February 1952. D/TR queried DD/I who advised that the whole
question of the history viz a viz the covert Offices had been
raised but not resolved. Accordingly, this project will now be
placed in suspense pending clarification of the covert question.
 6. Project 52-6, "D" Street Pool: A task force consisting of
representatives of the Staff sections of O/TR concerned has been
set up and has conducted two meetings at which a plan for the
solution to the "D" Street Pool problem was evolved. The draft
plan is in the process of preparation for submittal to the D/TR
against a projected deadline of the close of business, Monday,
11 February 1952.

III. Newly Assigned Projects


1. Project 52-8, National Security Presentations: Project based
on memorandum dated 30 January 1952 from O/SO Training Liaison
Officer, subject: Orientation Lectures.

IV. Projects in Suspense

1. Project 51-4, O/PC Comments on [REDACTED] Report. 25X1A9a
2. Project 51-6, Survey of Non O/TR Training Activities.
3. Project 51-7, Professional Administrative Officer Training Program.
4. Project 51-10, Intermediate Intelligence Course.
5. Project 51-11, Basic Intelligence Course.
6. Project 51-9, A National Intelligence Course.

SECRET

~~SECRET~~
SECURITY INFORMATION

7. Project 51-14, Cable Preparation Course.
8. Project 51-20, Administrative Support to Field Training Operations.
9. Project 51-21, Area and Language Specialists.
10. Project 51-22, Wartime Role of CIA as it Relates to Mission of O/TR.
11. Project 51-26  25X1A
12. Project 52-4, A Bill for Training Federal Civilian Officers and Employees.
14. Project 52-5, CIA Employee Improvement.

 25X1A9a

~~SECRET~~